



# Elected Officials Training

Elected Officials face numerous challenges when they take office. There are countless rules and regulations that restrict local government in ways that are very different from the “public sector”. The next challenge is obtaining the training needed. There are budget considerations and time constraints. Elected officials typically have jobs that limit their ability to travel for training.

To address these concerns we have developed a program that will bring the training to you. Here are examples of some the classes:

➤ **Finance 101** – expanding upon a proven format that we have provided for AWC conferences in the past, this training gives you the information needed to read and understand the financials of your city/town. The session has been expanded to not only provide materials and basic training, but to allow for in depth discussions about your entity’s financials. The basics include fund accounting, governmental accounting terminology, internal controls and “how” to steps of reviewing the financial statements presented by staff.



➤ **Budgeting** – the workshop combines the **basics of a 101 class with the “hands on let’s get started”** budgeting techniques of a 201 class to give you all the tools that you need to understand the budget process from development to adoption. This class is not only directed to elected officials but to any staff or department heads that are new to the budget process. The workshop provides you with training for several individuals at the same cost as sending one to a remote class.

New auditing standards focus attention on “those charged with governance” which means you, and your understanding of the financial condition of the jurisdiction that you have been elected to serve. This auditing standard is called SAS 115 (Statement of Auditing Standard). Many of you have heard of or read about audit findings regarding “lack of internal control over the financial reporting and/or financial condition of the entity”. These classes are intended to help you to understand the financial components and budgeting challenges that your city/town faces. They additionally provide you with the tools to make informed decisions during a council meeting.

Email Toni or Craig at [ps@visionms.net](mailto:ps@visionms.net) to get started today!

